

**PLAYING FIELDS TASK FORCE**  
*Charter*

**Membership**

The Playing Fields Task Force (“Task Force”) shall consist of:

- a representative each from the Recreation Commission and department staff,
- a representative each from the Natural Resources Commission and department staff,
- a representative each from the Board of Public Works and department staff,
- a representative each from the School Committee and department staff,
- a representative from the Board of Selectmen,
- a representative from the Wellesley United Soccer Club,
- a representative from the Wellesley Youth Baseball/Softball Association,
- a representative from the Wellesley Youth Lacrosse Club,
- a representative from Wellesley Youth Football,
- a representative from the Wellesley Scoops Field Hockey Club,
- a representative from the Wellesley Men’s Softball League; and
- a Wellesley citizen at-large to be appointed by the Playing Fields Task Force.

Staff shall be non-voting members except when acting with appropriate board member proxy power.

Other organizations may be invited to attend and participate in Task Force processes, but shall not have voting representation.

**Term**

The term of office for board members shall be at the discretion of their respective board or commission. The term of the citizen at-large shall be three years commencing on July 1, 2017.

**Duties**

The Task Force is established:

- to develop and maintain the master plan for the reconfiguration, use, maintenance, and improvement of active recreational playing fields throughout the Town of Wellesley for approval/action by the appropriate responsible boards, namely the: Recreation Commission, Natural Resources Commission, Board of Public Works, Board of Selectmen, and School Committee,
- to provide recommendations to the responsible boards for capital funding appropriations for playing field improvements, and to provide active support for those funding requests throughout the funding approval process,

- to keep their departments and boards fully informed as to any PFTF-supported capital projects and to obtain their boards and departments timely approval for such projects,
- to recommend and implement field use policy,
- to set field user fees, those fees to be deposited in account(s) dedicated to playing fields maintenance and PFTF administrative costs, consistent with Article 55 of the Town Bylaws, and advise on their use,
- to monitor playing fields status including condition, frequency, and intensity of use,
- to rate field conditions and compare them to fields in other communities,
- to work with other boards to investigate the availability of privately-owned playing fields, and fields in other communities, and
- to act as a forum to resolve overlapping requirements among field users.

### **Committee Leadership**

The committee shall elect a chair and vice chair whose terms shall be one year commencing July 1 and ending June 30. The Recreation Department staff representative shall serve as secretary.

### **Annual Report**

The Task Force shall submit an annual report to the responsible boards on or before the second Friday in August, and file a copy with the Town Clerk.